

# HR Connection

#### **Citizens' Academy**

Along with Parks & Recreation and Voter Registration, Human Resources hosted the August 14<sup>th</sup> Citizens' Academy at the Prince George Community Center. Topics discussed included the hiring process, special events held throughout the year and Top 50 Workplaces Award Prince George County received in May.



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#### Points to Ponder:

What is Success? "I've missed more than 9000 shots in my career. I've lost almost 300 games. 26 times I've been trusted to take the game winning shot and missed. I've failed over and over and over again in my life. And that is why I succeed."—Michael Jordan



Save the Date! February 4<sup>th</sup> 2015, employees and their spouses are invited to attend the annual wellness expo that will include free biometric screenings, an online health assessment, and health and wellness vendors. All employees are welcome to attend. Biometric screenings include blood pressure, cholesterol, glucose, weight and BMI. Employees will be asked to take an online health assessment and will be given an opportunity to meet with a Health Coach. Various vendors will offer other screenings, fitness demonstrations and free health and wellness information. Employees that attend will be eligible for giveaways and will be entered into a drawing for grand prizes. Be on the look out for more information coming soon.



## 2015 Wellness Expo





**"The Greatest**Wealth is Health"



County Offices will be closed in observance of the following holidays:

(Please note the additional days given by the

Board of Supervisors)

Day Before Thanksgiving(1/2 Day): November 26th

**Thanksgiving Day: November 27th** 

Day after Thanksgiving: November 28th

Christmas Eve: December 24th

**Christmas Day: December 25th** 

**Day after Christmas: December 26th** 

New Year's Day: January 1st

Day after New Year's Day: January 2nd

Holiday Tip: If you are tired, rest. If you are hungry, eat. Also, if you don't have the money, don't spend it.

#### **Annual Leave Fayout**

If you filled out the Annual Leave Payout Form and sent it to Finance by October 15<sup>th</sup> you will receive payment on the November 14<sup>th</sup> paycheck. Just a reminder that the guidelines for participation are as follows:

1. The employee must have taken at least 40 hours of vacation within the last 12 months.

2. The employee can only participate in the payout program once every fiscal year.

3. The employee must have at least 40 hours of annual leave available.

4. The maximum amount that can be requested is 40 hours for full time employees, and 20 for part time regular employees.

5. The payout is subject to Department Head and County Administrator approval.

The payout is subject to budget availability.

#### Holiday Appreciation Dinner and

#### **Employee Service Awards Ceremony**

We invite all employees and an adult guest to attend the Annual Holiday Appreciation Dinner on Thursday, December 11, 2014 to be held at the Lee Club, located at Building 6009, Battle Drive, Fort Lee.

The Lee Club will be open to employees and guests at 5:15 pm, with a buffet dinner being served at 6:00 p.m. Service Awards and door prizes will follow.

The employee dinner is complimentary as well as one guest of each employee who is receiving a service pin.

Guest tickets are \$24.50 paid in advance by 5:00 p.m. Monday, December 1st. please R.S.V.P. to Human Resources at 722-8669 or email

rford@princegeorgecountyva.gov no later than Monday, December 1st.

Be on the look-out for your invitation! This year Prince George has 42 award recipients; two of which are for 35 years of service.







Holiday Tip: Count your blessings in an active way. Make a list of the people and things you appreciate in your life.

# 2014 Bring your Child or Grandchild to Work Day





Bring Your Child/Grandchild To Work Day was held on August 15<sup>th</sup>. Forty-two children attended. Special Activities for children and grandchildren included a tour of the Police Department, field trip to Animal Services, lunch at Scott Park, a tour of Co. 1 Fire Department, and a field trip to the Parks and Recreation facility on Old Stage Road.

Special thanks to Officer Grochmal, Officer Shreves, Officer Newmeyer, Bishop Knott, Jason Koren and Debbie Lafland for making this day a successful and fun event.





# Day to Serve Appomattox River Regional Park



Employees participated in National Day to Serve on September 12th by sprucing up the Appomattox River Regional Park. County employees volunteered their time by making improvements to the pavilion, pier, walking trails and landscaping the entrance. Ken Newman for FOLAR expressed his gratitude by saying, "Prince George County employees turned out in a big way to beautify and improve Appomattox River Regional Park, with outstanding results!" We are very proud of our employees for volunteering their time to make a difference in our community.





# Co-Worker Week and Soup Cook-off





The County held its third annual Co-Worker Week. Employees were paired up and enjoyed reaching out to get to know each other. Some placed phone calls, some e-mailed, some even went to lunch or invited their co-workers to a departmental lunch. The week culminated with a fall picnic in Scott Park. This year's event included an employee soup cook-off, with top prize going to Julie Walton!









### From the Director:

"Whenever you are to do a thing, though it can never be known but to yourself, ask yourself how you would act were all the world looking at you, and act accordingly." – Thomas Jefferson

#### County Welcomes New Staff Members

Lisa E. Vaughan, Communications Officer Lori H. Robertson, Financial Reporting Accountant Martha King, Special Activities Assistant Richard Thompson, Utility Operations

Manager

Magen Moreno, Police Officer Jessica Loftis, Communications Officer



#### Nancy V. Shaffer, Director of Human Resources

"One of the chief reasons for success in life is the ability to maintain a daily interest in one's work, to have a chronic enthusiasm." – William Lyon Phelps



